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FORMALITIES LETTER

OC00000005343835

UNITED STATES DEPARTMENT OF COMMERCE
Patent and Trademark Office

Address COMMISSIONER OF PATENT AND TRADEMARKS
Washington, D.C. 20231

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/590,099	06/09/2000	Michael J. Cannata	3251141-0002

Fasken Martineau DuMoulin LLP
Box 20 Toronto Dominion Centre
Suite 4200
Toronto Dominion Bank Tower
Toronto, ON M5K 1N6
CANADA



Date Mailed: 08/22/2000

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing. Applicant must submit ~~\$600~~ ³⁵⁵ to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).
- Total additional claim fee(s) for this application is \$78. ~~40~~ ⁴⁰ ■ \$78 for 1 independent claims over 3.
- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter. ~~65~~ ⁶⁵.
- The balance due by applicant is ~~\$898~~ ⁴⁶⁰.

A copy of this notice MUST be returned with the reply.

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

11/24/2000 MMARMOL 00000028 09590099

01 FC:201	355.00 OP
02 FC:202	40.00 OP
03 FC:205	65.00 OP

SECTOR

Response To Notice To File Missing Parts Of Application
Filing Date Granted (PTO-1533)(Small Entity)

Docket No.
 3251141.0002

In Re Application Of: Cannata, et al.

Serial No.
 09/590,099

Filing Date
 June 9, 2000

Examiner
 n/a

Group Art Unit
 2771

Invention: **WEB-BASED GROUPWARE SYSTEM**

TO THE ASSISTANT COMMISSIONER FOR PATENTS:

Box Missing Parts

This is a response to the Notice to File Missing Parts of Application - Filing Date Granted (PTO-1533) mailed on
August 22, 2000
 Date

Enclosed herewith for filing are the following:

- ☒ A copy of the Notice to File Missing Parts of Application - Filing Date Granted (PTO-1533). **(REQUIRED)**
- ☐ An oath or declaration in compliance with 37 CFR 1.63, including residence information and identifying the application by the above Application Number and Filing Date.
- ☒ A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date.
- ☐ An oath or declaration in compliance with 37 CFR 1.63 listing the names of all inventors and signed by the omitted inventor(s), identifying this application by the above Application Number and Filing Date.
- ☐ A verified English translation of the non-English language application papers as originally filed. It is requested that this translation be used as the copy for examination purposes in the United States Patent and Trademark Office.
- ☒ one verified small entity declaration(s)
 - ☒ is/are attached.
 - ☐ was/were filed on _____
- ☐ A separate request for refund.
- ☐ Other (list):

11/24/2000 MMARML 00000028 09590099

04 FC:215

55.00 DP

Response To Notice To File Missing Parts Of Application
Filing Date Granted (PTO-1533)(Small Entry)

Docket No.
 3251141.0002

In Re Application Of: Cannata, et al.

Serial No.
 09/590,099

Filing Date
 June 9, 2000

Examiner
 n/a

Group Art Unit
 2771

Invention: **WEB-BASED GROUPWARE SYSTEM**

TO THE ASSISTANT COMMISSIONER FOR PATENTS:

Attention: Manager, Application Branch

☒ Completion of application fees as calculated below:

☒ Utility application filing fee

\$355.00

☐ Design application filing fee

☒ Total number of independent claims =

4

\$40.00

☒ Total number of claims = 20

\$0.00

☐ Multiple dependent claims

☒ Surcharge for late payment of filing fee and/or late filing of original declaration or oath

\$65.00

☐ Petition and fee for filing by other than all the inventors or a person not the inventor

☐ Fee for processing an application filed with a non-English language specification

☐ Fee for processing and retention of application

Total completion of application fees \$460.00

This is a request under the provisions of 37 CFR 1.136(a) to extend the period for filing a response to the above-identified Notice to File Missing Parts of Application. The requested extension is as follows (check time period desired). If an additional time extension is required, please consider this a petition therefor.

☒ One month

☐ Two months

☐ Three months

☐ Four months

☐ Five months

from: October 22, 2000

Date

until: November 22, 2000

Date

Total time extension fees \$55.00

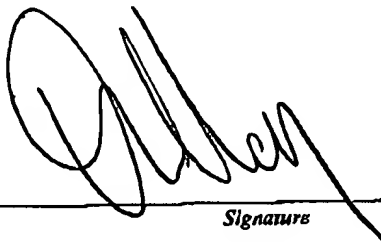
Total fees due \$515.00

Response To Notice To File Missing Parts Of Application
Filing Date Granted (PTO-1533) (Small Entity)Dock t No.
3251141.0002

In Re Application Of: Cannata, et al.

Serial No.
09/590,099Filing Date
June 9, 2000Examiner
n/aGroup Art Unit
2771Invention: **WEB-BASED GROUPWARE SYSTEM****TO THE ASSISTANT COMMISSIONER FOR PATENTS:****Attention: Manager, Application Branch**The fee of **\$515.00** is to be paid as follows:

- ☒ A check in the amount of the fee is enclosed.
- ☐ The Commissioner is hereby authorized to charge any fees which may be required, or credit any overpayment, to Deposit Account No.
A duplicate copy of this sheet is enclosed.
- ☐ If an additional extension of time is required, please consider this a petition therefor and charge any additional fees which may be required to Deposit Account No.
A duplicate copy of this sheet is enclosed.



Signature

Kevin Pillay, Regn. No. 41,559
Fasken Martineau DuMoulin LLP
Box 20, Toronto-Dominion Centre
Suite 4200, Toronto Dominion Bank Tower
Toronto, Ontario M5K 1N6
Canada

Dated: November 22, 2000

I certify that this document and fee is being deposited
on _____ with the U.S. Postal Service as
first class mail under 37 C.F.R. 1.8 and is addressed to the
Assistant Commissioner for Patents, Washington, D.C.
20231.

Signature of Person Mailing Correspondence

Typed or Printed Name of Person Mailing Correspondence

cc: